

20 December 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Training Weekly Report

1. Courses

a. Midcareer

The experimental week on Management Science for Intelligence ended on 8 December with a generally favorable reaction from the Midcareerists. With some modifications, some of which were suggested by the Midcareerists themselves, we plan to repeat this block of instruction in the next running of the Midcareer Course.

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b. International Narcotics Control Interagency Training Program

The next running of this three-week program, scheduled to begin 15 January at the Foreign Service Institute, is being conducted for about 28 officers (from Customs, BNDD, State, and the Office of Public Safety) who are scheduled for assignment to posts in the Near East or who are otherwise concerned with narcotics activities in that part of the world. The Agency's portion of the program, which includes presentations by several officers from the NE Division, will be given on 23 and 24 January.

c. Narcotics Orientation for CS Officers

The first running of this course is scheduled for 5 - 8 February for 25 officers from the Area Divisions. Details will be announced in an OTR Special Bulletin to CS Training Officers sometime in January.

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 Course Coordinator, has met with representatives of Customs, BNDD, and NARCOG who welcomed the opportunity to support us in presenting the program.

2. General

a. Pointing up a concern for dependents training, for the first time in its 13-year history, the Interagency Roundtable for Area Training devoted a session to reviewing briefing programs for dependent wives assigned overseas. Twelve government organizations were represented at the session, hosted by AID, on 14 December. OTR's representative,

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[REDACTED], found the meeting highly informative. One interesting bit of information he picked up was that AID maintains two returnee wives in a consultant status at all times to lend assistance in its overseas orientation programs.

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plan to meet soon for an informal exchange of ideas and teaching resources.

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b. In response to a telephone request from [REDACTED] DD/Pers/R&P, we provided information on external training programs attended by professional women during the Calendar Year 1972. (This information was to be used in a 14 December meeting with Messrs. Colby and Davis.) We cited a total of 277 instances of training (about ten percent of the total external training effort), divided into the following main categories: TSB programs; full-time academic training of a semester or more; part-time academic training; language training; DOD courses; interagency programs; specialized courses at private firms; FSI area seminars; and the Foreign Affairs Executive Seminar. We also told him of some projections for CY 73, namely, one nominee each for the National War College.

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3. Notes

The next running of the CSC's Workshop on Productivity Management is scheduled for 5-9 February. We now have four nominees:

three from OL, one of whom is under cover and one from O/T & D, also under cover. . . . Five Agency employees will attend the FEI's special seminar on Managing Productivity in Government to be held at FEI on 22-26 January. The group includes three Support Careerists (in OC, OL & O/PPB). . . . The DDP/TRO has informed us that he is canvassing all divisions and hopes to have one CS nominee for the next Foreign Affairs Executive Seminar scheduled to begin 8 January. Current enrollment remains at five. . . . Mr. Bernard Drell, the Agency Historian, informed us that the Director, in a conversation with Mr. Colby, approved a descriptive brochure as a record of the Cuban missile crisis exhibit in lieu of the film OTR was to have made. . . . We

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4. Briefings

Briefings for the past two weeks include: a program on CIA for 16 students in the current FSI's Management and Operations course on 8 December at Headquarters; on 11 December, for two successive

classes at Yorktown High School in Arlington (This briefing included the showing of the film "A Need to Know"); and, on 12 December at Headquarters, a briefing on the role of the Agency in the Intelligence Community for 16 members of the NSA Air Force Junior Officers Council. This program included a tour of the Operations Center and the Cuban missile crisis exhibit.

5. Guest Speakers

No high-level guest speakers are scheduled in OTR courses for the week beginning 24 December.

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